Approved For Release 2001/1101-014-RDP78-04718A002400480007-8 > 57-1142

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Vehicles

MEMORANDUM FOR: Assistant Deputy Director (Support)

SUBJECT:

Proposed Headquarters Notice Local Transportation - Shuttle Service 25X1A

FOIAb3b

REFERENCE:

Multiple Addressee Memorandum from DD/S. subject: Procedure for Processing Regulatory Material, dated 30 June 1956.

- 1. The subject proposed notice is submitted for your review and approval in accordance with referenced memorandum.
  - 2. The following pertinent information applies:
  - a. Description The proposed notice is designed to familiarize personnel with the shuttle bus system and the routing signs which are displayed on each bus.
  - b. Origin The proposed notice was originated within this Office. Working level collaboration has not been effected with DD/S activities outside of this Office since the issuance contains only supplementary procedural material.
  - e. Justification The best interests of the Agency will be served by ensuring that Headquarters personnel are properly acquainted with the shuttle bus system.
  - d. Scope of Interest The material contained in the proposed notice is considered to be of general interest to all Readquarters personnel.

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3. Any additional information desired concerning this notice may be obtained from Transportation Division, Office of Logistics,

25X1A

JAMES A. GARRIBON Director of Logistics

Inclosure:

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